

November 1917

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ARMY ORDERS, 1916.

WAR OFFICE,
1st November, 1916.

CONTENTS.

ARMY ORDERS PUBLISHED DURING THE MONTH OF OCTOBER, 1916.

	PAGE
Army Order 352. I.—Royal Warrant, Meritorious Service Medal ...	3
Army Order 353. II.—Temporary Alteration in the Allowances for use of Private Motor Vehicles	4
Army Order 354. III.—Temporary Allowances to Invalided Soldiers	5
Army Order 355. IV.—Formation of Classes T and P, Army Reserve, and P (T.), Territorial Force Reserve	6
Army Order 356. V.—Promotion of Lieutenants of Royal Army Medical Corps, Special Reserve, and Territorial Force	8
Army Order 357. VI.—Machine-Gun Corps	8
Army Order 358. VII.—King's Regulations—Amendment... ..	10
Army Order 359. VIII.—Suspension of Discharges	10
Army Order 360. IX.—Allowance Regulations—Amendment	10
Army Order 361. X.—Scale of Forage Eation Equivalents	10
Army Order 362. XI.—Railway Concessions for Officers and Nursing Sisters	11
Army Order 363. XII.—Presentation of Orders and Decorations to Next-of-kin of Deceased Officers and Soldiers ...	13

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Army Orders.—November, 1916.

ARMY ORDERS NOW PUBLISHED FOR THE FIRST TIME.

ROYAL WARRANTS.

	PAGE
Army Order 364. Allowances for the Children of Disabled Soldiers	15
Army Order 365. Royal Flying Corps (Military Wing)	16
Army Order 366. Pensions for Disabled Soldiers Transferred to Class P, Army Reserve..	17

INSTRUCTIONS, REGULATIONS, &c.

Army Order 367. Grants by the Military Service (Civil Liabilities) Committee	18
Army Order 368. Victoria Cross	19
Army Order 369. Military Medal... ..	19
Army Order 370. Distinguished Conduct Medal... ..	19
Army Order 371. Meritorious Service Medal	19
Army Order 372. Territorial Force Efficiency Medal... ..	19
Army Order 373. Militia Long Service Medal	19
Army Order 374. Volunteer Corps	20
Army Order 375. Recognition of Cadet Units	20
Army Order 376. Recognition of Voluntary Aid Detachments.. ..	22
Army Order 377. Deposits in the Post Office Savings Bank by 'Soldiers serving with the Expeditionary Forces	22
Army Order 378. Assessment for Income Tax	23
Army Order 379. Military Detention Barrack at Wakefield	23
Army Order 380. Allowance Regulations—Amendments	23
Army Order 381. Regulations for Magazines and Care of War Matériel—Amendments	23
Army Order 382. Instructions regarding the Issue of Clothing and Necessaries during Mobilization—Amendments...	24
Army Order 383. Musketry Regulations, Part I.—Amendments	24
Army Order 384. Separation Allowance Regulations	24
Army Order 385. Territorial Force—Qualification for Proficiency Pay	25
Army Order 386. Handbook of the 2'75-inch B.L. Gun	25
Army Order 387. Gun Drills... ..	25
Army Order 388. Books, Forms, &c.	26
Erratum	30
List of Changes in War Matériel, &c., and Amendments to Priced Vocabulary of Clothing and Necessaries, Part I.	30
Appendix to Army Order 376	31

ARMY ORDERS.

Army Orders Nos. 352 to 363 have been published during the month of October, 1916.

Published on the 6th October, 1916.

I.—ROYAL WARRANT.

A.O. 352.
1916.

Meritorious Service Medal.

GEORGE R.I.

<div style="text-align: center;">8 <hr/>Gen. No. <hr/>2810</div>	WHEREAS by the Royal Warrant of the 19th of December, 1845, a silver medal, entitled "The Meritorious Service Medal" was created to be awarded to serjeants who rendered distinguished or meritorious service, and by the Royal Warrant of the 10th June, 1884, was extended to all soldiers above the rank of corporal;
--	--

AND WHEREAS WE are desirous of extending the rewards to non-commissioned officers below the rank of serjeant, and to men for valuable and meritorious service.

IT IS OUR WILL AND PLEASURE and We do hereby ordain that the Meritorious Service Medal may be awarded to warrant officers, non-commissioned officers and men, who render valuable and meritorious service.

IT IS OUR FURTHER WILL AND PLEASURE that individuals who are awarded the Meritorious Service Medal, under the provisions of this Our Warrant, shall not thereby be entitled to receive a gratuity or annuity. If, however, they are above the rank of corporal, their names may be registered for consideration for an annuity under the Regulations governing the grant of the medal.

Given at Our Court at St. James's, this 4th day of October, 1916, in the 7th year of Our Reign.

By His Majesty's Command,
D. LLOYD GEORGE.

(M 4906)

A 2

Army Orders.—November, 1916.

A.O. 353. II.—Temporary Alteration in the Allowances for 1916. the use of Private Motor Vehicles.—1. With reference to paragraph 390, Allowance Regulations, it has been decided that the following temporary alterations shall be made in the mileage rates laid down in that paragraph :—

14
Gen. No.
5937

	Per mile.	
	Old rate.	New rate.
A motor car with two or three seats ...	d. 4	d. 5
A motor car with four or more seats ...	6	7½

2. The new rates may be drawn, except as laid down in paragraph 3 below, in all cases where motor mileage is admissible under the regulations. They may be drawn even in cases where an owner receives the benefit of the concession in Sections 14 (2) and 15 (1) (b) of the Finance Act (reproduced below) and is repaid or exempted from motor car and petrol licence duty on the ground that his car is used in connection with naval or military service.

3. The new rates will not, however, apply in cases in which petrol is obtained substantially below market price, either from Army stores or under any other arrangements which may at any time be made. The old rates will continue to be drawn in such cases.

4. When the new rates are claimed they should be supported by a certificate on Army Form O 1771, that petrol has not been obtained at the substantially reduced price referred to in paragraph 3 above.

5. The new rates will be applicable from the 1st October, 1916. They will remain in force for the period of the war and one month thereafter.

6. No alteration is authorized in the present rate of 1½d. a mile for motor cycles (with or without side car) or motor tricycles.

Sections 14 (2) and 15 (1) (b) of Finance Act.

14 (2). If any person proves to the satisfaction of the Commissioners of Customs and Excise that any motor car kept by him has during any year, or any continuous part of a year not being less than two months, been used exclusively for the purpose of any ambulance or

Army Orders.—November, 1916.

hospital work, or any other work undertaken by agreement with the Government in connection with any naval or military services, he shall be entitled to the repayment of any duty paid for that year under Section 86 of the Finance (1909-10) Act, 1910, on the licence for the car, or for a proportionate part of the duty. A.O. 353
1916
continued.

15 (1) (b). Any person who, under the preceding section of this Act, has received repayment of motor-car licence duty by reason of the use of his car during any period for any such purpose as therein mentioned shall be entitled, in accordance with regulations made under this section, to an allowance or repayment of the duty payable under this section in respect of the motor spirit used during that period.

Published on the 7th October, 1916.

7 A.O. 354.

Gen. No. 1916.
8028

III.—Temporary Allowance to Invalided Soldiers pending Settlement of Claim to Pension, and Continuation of Separation Allowance to their Dependents.—1. The rate of temporary allowance will be 14s. a week (instead of 10s. or 20s. as fixed by Army Order 170 of 1916) whether or not the man has a wife or other dependants.

2. Payment of separation allowance and dependants' allowance (including allotment) will be continued for two weeks after date of discharge.

3. These changes will come into effect for all men whose discharges under para. 392 (xvi) King's Regulations are dated on or after 12th October, 1916, but not for men discharged before that date.

4. The following new paragraph will be inserted after paragraph 25, Separation Allowance Regulations :—

Invalided Soldiers.

25A. In the case of soldiers discharged as "no longer physically fit for war service," separation allowance and allotments will be continued at the previous rate to their wives, children and dependants for two weekly payments after the date of discharge. This paragraph does not apply where allotments only are being paid and no separation allowance. A.O. 354.
1916.

Army Orders.—November, 1916.

Published on the 10th October, 1916.

A.O. 355. 1916.	IV.—Formation of New Classes of the Army Reserve and of the Territorial Force Reserve Classes T and P, Army Reserve, and P (T.), Territorial Force Reserve.—1. Under powers conferred by Section 12 of the Military Service Act, 1916, (Session 2), the Army Council have decided to establish two new classes of the Army Reserve and one of the Territorial Force Reserve, for certain men whose services are deemed for the time being to be more valuable to the country in civil than in military employment.	20 Gen. No. 4328
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2. The first of these classes of the Reserve will be designated Class T, Army Reserve, and will consist of skilled tradesmen belonging to the trades specified below who otherwise would pass to Class W, Army Reserve, on leaving the Colours or on transfer from Class B, Army Reserve :—

Note.—There will be no companion class of the Territorial Force Reserve.

- (1) Millwright.
- (2) Fitter and erector (engineering).
- (3) Turner (engineering) excluding capstan, turret and automatic lathe turners, unless they set up their own work and machine.
- (4) Planer (engineering) who sets up his own machine.
- (5) Slotter (engineering) who sets up his own machine.
- (6) Miller (on universal or slab machine) who sets up his own machine.
- (7) Grinder (on precision grinding machines).
- (8) Sheet metal worker.
- (9) Marker-off (fitter, turner and draughtsman only).
- (10) Draughtsman (engineering, not tracer).
- (11) Coppersmith.
- (12) Examiner (fitter or turner only).
- (13) Viewer and gauger (fitter or turner only).
- (14) Tool setter for machine tools.
- (15) Tool fitter.
- (16) Moulder, iron and steel.
- (17) Moulder, brass.
- (18) Smiths, all kinds.
- (19) Smiths, strikers and hammermen.
- (20) Hot drop stamper.

Army Orders.—November, 1916.

- | | |
|--|-------------------|
| (21) Acetylene welder (heavy work). | A.O. 355 |
| (22) Constructional iron work erector. | 1916 |
| (23) Fitter, metal pipe (excluding gasfitter and plumber). | <i>continued.</i> |
| (24) Borer on vertical boring machine who sets up his own work and machine. | |
| (25) Electrician, including electrical wiremen, armature winder and electrical instrument maker. | |
| (26) Scientific instrument maker. | |
| (27) Any other engineering trade which may from time to time be notified. | |

3. The second new class of the Army Reserve and the new class of the Territorial Force Reserve will be companion classes; one for Regular soldiers, one for Territorial soldiers. They will be designated Class P, Army Reserve, and Class P (T), Territorial Force Reserve, respectively.

These classes of the Reserve will be composed of men fit for service in a medical category not lower than C. iii, whose services are deemed to be temporarily of greater value to the country in civil life than in the Army, but who, as a result of having served in the Army or Territorial Force, have contracted disabilities which would, if they were discharged, have rendered them eligible for consideration for a disability pension, or who are qualified by length of service to receive a pension.

These men will be transferred to Class P, Army Reserve, or P (T), Territorial Force Reserve, instead of to Class W, W (T) or T, of the Reserve, as they would have been in the absence of Class P or P (T).

The date of transfer to Class P, Army Reserve, or Class P (T), Territorial Force Reserve, will be 21 days after the date on which the transfer is approved, and the soldier and his dependants will be treated for all purposes of pay, allowances, gratuity on discharge, civilian clothing and pension, &c., as if the man had been discharged on the date of transfer.

Men in Class T, Army Reserve, will receive no pay or other emoluments from Army Funds.

In other respects the conditions of service in Class W, Army Reserve, will apply to these new Classes of the Reserve.

Army Orders.—November, 1916.

Published on the 12th October, 1916.

<p>A.O. 356. 1916.</p>	<p>V.—Promotion of Lieutenants of Royal Army Medical Corps, Special Reserve and Territorial Force.—With reference to Army Order 319 of 1915 (Army Order 1 of 5th August, 1915), lieutenants appointed to Commissions in the Royal Army Medical Corps, Special Reserve and Territorial Force, on or after 15th October, 1916, will not be eligible for promotion to the rank of captain until they have completed 12 months' embodied service.</p>	<table border="0"> <tr> <td>100</td> </tr> <tr> <td><u>Medical</u></td> </tr> <tr> <td>468</td> </tr> </table>	100	<u>Medical</u>	468
100					
<u>Medical</u>					
468					

<p>A.O. 357. 1916.</p>	<p>VI.—Machine Gun Corps.—The following information is promulgated :—</p>	<table border="0"> <tr> <td>100</td> </tr> <tr> <td><u>Machine</u></td> </tr> <tr> <td><u>Guns</u></td> </tr> <tr> <td>51</td> </tr> </table>	100	<u>Machine</u>	<u>Guns</u>	51
100						
<u>Machine</u>						
<u>Guns</u>						
51						

1. The Machine Gun Corps is divided into four branches :—

Machine Gun Corps	(Infantry).
"	" (Cavalry).
"	" (Heavy).
"	" (Motors).

The infantry and heavy branches are organized in companies, the cavalry branch in squadrons, and the motor branch in batteries.

2. The rates of pay for officers, warrant officers, non-commissioned officers and men of the Machine Gun Corps are as laid down in the Pay Warrant (as amended by Army Orders 150 and 219 of 1916), viz., for the infantry branch as for the Infantry of the line, cavalry branch as for Cavalry of the line, and for the heavy and motor branches as for the Royal Field Artillery.

3. Officers are obtained as follows :—

(i) By the granting of commissions to selected cadets from the Machine Gun Corps Cadet Battalions.

(ii) From officers seconded or transferred from the Regular, Territorial and Reserve Forces, and New Armies.

4. An establishment of officers by ranks has been approved. This establishment is increased propor-

Army Orders.—November, 1916.

tionately when new units of the Machine Gun Corps are formed. A.O. 357
1916

continued.

5. The promotion of all officers serving with the corps will take the form of temporary promotion, and will be carried out on general lists. There will be one general list for each of the four branches of the Corps.

Temporary promotion granted to officers as above will only hold good as long as they are serving with the Machine Gun Corps.

All promotions are regulated by the War Office, and are governed by the approved establishments referred to in paragraph 4 above. They are given to qualified officers by selection, having due regard to seniority in the Corps.

Officers seconded or transferred to the Machine Gun Corps take seniority in the Corps in accordance with the rank they hold at the date of their being seconded or transferred.

Any acting or temporary rank which has been granted to an officer while holding a specific position, will automatically lapse on appointment to the Machine Gun Corps.

Officers promoted in the Corps take seniority in accordance with the date of such promotion.

The acting rank of captain will be granted to lieutenants or second-lieutenants when acting in command of units under the same conditions as those governing the grant of such rank to officers temporarily performing the duties of a higher rank in units of other branches of the service.

6. The other ranks of the Machine Gun Corps are composed of warrant officers, non-commissioned officers and men transferred from other units to the Machine Gun Corps, and also of men appointed to the Corps on being called up from Class "B," Army Reserve.

All non-commissioned officers and men are on probation until passed by a Board at the Machine Gun Training Centre. Non-commissioned officers and men are transferred in their permanent rank.

Promotion may be made by commanders of units up to and including the rank of serjeant.

The promotion of serjeants and upwards is regulated by the officer i/c Machine Gun Corps Records, and is governed and carried out in accordance with an approved establishment on a general list of the branch of the Machine Gun Corps to which the non-commissioned officers concerned belong.

Army Orders.—November, 1916.

A.O. 357 Promotion to acting colour-serjeant for appointment
1916 as acting company, squadron or battery serjeant-major
continued. or acting company, squadron or battery quartermaster-
serjeant may be made provisionally by officers com-
manding units.

7. Army Orders 414 of 1915, and 131 and 253 of 1916
are cancelled, except as regards Establishments.

Published on the 16th October, 1916.

A.O. 358.	VII.—King's Regulations — Amendment. — Insert	105
1916.	new paragraph—	Gen. No.
A.O. 358.	443A. Officers, warrant officers, non-commissioned	2820
1916.	officers and men are forbidden to accept presents in money from public bodies or private individuals in recognition of services rendered in the performance of their duty.	

Published on the 19th October, 1916.

A.O. 359.	VIII.—Suspension of Discharges.—In continuation	19
1916.	of Army Order 329 of 1914, all discharges under King's Regulations, paragraph 392 (vi.) (a), are suspended until further orders.	Gen. No. 5693

A.O. 360.	IX.—Allowance Regulations—Amendment.—With	13
1916.	reference to the footnote on page 125, it has been decided that the rates of messing contribution recover- able from 3rd class passengers shall be as follows from the 1st December, 1916, until further notice :—	Gen. No. 4501

A.O. 360.	Adults, and children over 10 years	<i>s. d.</i>	1 6
1916.	Children under 10 years	0 9

A.O. 361.	X.—Scale of Forage Ration Equivalents.—The	Gen. No. 16
1916.	following amendments will be made in Army Order 114 of 1916 :—	3531

(1) *Delete* paragraph 2.

Army Orders.—November, 1916

(2) For paragraph 3 substitute—

A.O. 361

3. Whenever possible suitable bedding (other than straw) to supplement the regulated issue for horses should be obtained by the troops themselves free of cost. In no instance will bedding be issued at the public expense, except from the District Purchasing Officers through Supply Officers.

1916
continued.

(3) Paragraph 4, after "Used paillasse straw" add—

	lbs.	lbs.
Straw	6	5
Sweepings from forage depôts	10	6

A.O. 361.
1916.

(4) In paragraph 4 delete—

	lbs.	lbs.
Damaged straw	8	5

(5) The above amendments will have effect as from the 1st November, 1916.

Published on the 25th October, 1916.

14

Gen. No.
5807

XI.—Railway Concessions for Officers and Nursing

A.O. 362.

Sisters.—1. With reference to paragraph 4 of Army Order 395 of 1914, as amended by Army Order 102 of 1916, it is notified for information that the travelling concession obtained by the use of Army Form O 1799 by officers and nursing sisters serving under Naval or Military Administration has been extended to include single as well as return journeys.

1916.

2. A revised form of voucher, Army Form W 3504, has been prepared, and will come into use on 15th November, 1916. Supplies are being issued to Headquarters of Commands, to whom indents by units, &c., should be addressed.

3. This form will be available for all journeys by rail in the United Kingdom, except those at the public expense, of officers and nursing sisters as above travelling in uniform. The form is not available for journeys in plain clothes.

4. The term "nursing sisters" in paragraph 3 includes members of Queen Alexandra's Imperial Military Nursing Service; Queen Alexandra's Imperial Military Nursing Service (Reserve); Territorial Force Nursing Service; and also assistant nurses, nurses of

Army Orders.—November, 1916.

A.O. 362 Voluntary Aid Detachments and special probationers
1916 when serving in military hospitals and in receipt of
continued. pay direct from Army funds.

5. The form will also be available for cadets serving in the officer cadet units.

6. The following instructions must be strictly observed :—

- (i) All vouchers and counterfoils will be stamped by the unit, dépôt or other formation, before issue to individual officers or nurses and counterfoils are to be carefully completed to show to whom the vouchers have been issued. Where practicable the counterfoil should be signed by the officer or nurse to whom a voucher is issued. If for any reason this is not practicable, a receipt should be obtained and placed with the counterfoils.
 - (ii) Officers and nurses receiving supplies of the vouchers are to keep them in safe custody, and they are personally responsible that no voucher issued to them is improperly used. A voucher issued to an officer or nurse is in no case transferable. If no longer required it must be returned to the office of issue.
 - (iii) Officers and nurses will obtain the vouchers from their unit, dépôt or formation. Officers from overseas who require forms whilst at home should apply in person to any military station or railway transport officer. Application should not be made to the War Office. No voucher must be signed until it is actually required for use by the officer or nurse to whom it has been issued. The voucher will be exchanged for a ticket on payment of the fare at the time of booking ; in any case in which it is not so exchanged the full ordinary fare will be chargeable.
 - (iv) All unused vouchers are to be returned to the issuing officer by officers or nursing sisters when proceeding overseas. The issuing officer will cancel all such vouchers and endorse the counterfoil accordingly.
-

Published on the 28th October, 1916.

0137
2700 XII.—Presentation of Orders and Decorations to A.O. 363.
Next-of-kin of Deceased Officers and Soldiers.—1. The 1916.

The King has been graciously pleased to approve that the Insignia of an Order or Decoration conferred by His Majesty for distinguished or meritorious service, since the 4th August, 1914, upon an officer or soldier who has not survived to receive it, may be publicly presented to the next-of-kin, if they so desire, and are resident in the United Kingdom.

2. The Victoria Cross and the Insignia of G.C.B., G.C.M.G., K.C.B., and K.C.M.G. will be presented by His Majesty in person.

The Insignia of the C.B., C.M.G., and the D.S.O., the Military Cross, the Distinguished Conduct Medal, the Military Medal and the Meritorious Service Medal, will be presented on his Majesty's behalf by General Officers Commanding at parades of troops, to be held from time to time, at convenient centres throughout the country.

3. Expenses of conveyance only will be allowed, when desired, in the case of one relative, or in exceptional cases, such as those of age or infirmity, of a second relative; such expenses will normally be limited to the issue of a railway warrant, unless in any special case, owing to the absence of railway facilities, the General Officer Commanding-in-Chief considers other means of conveyance necessary.

First class warrants for the railway journey will be issued in the case of relatives of officers, and third class in the case of those of other ranks.

4. In the case of warrant officers, non-commissioned officers and men who may have been awarded the Military Cross, Distinguished Conduct Medal, Military Medal or Meritorious Service Medal, Officers in charge of Records will, after a decision has been arrived at as to the disposal of the estate, ascertain from the next-of-kin whether they desire the presentation to be made, and, if so, will furnish General Officers Commanding-in-Chief with the necessary particulars of such persons.

In all other cases the Secretary, War Office, will ascertain the wishes of the next-of-kin.

Army Orders.—November, 1916.

A.O. 363 5. General Officers Commanding-in-Chief will cause
1915 the next-of-kin to be notified of the dates and places of
continued. parades, and after they have ascertained that conveyance at the public expense is desired, will cause the necessary railway warrants to be furnished, or other means of conveyance to be provided, as laid down in paragraph 3 of this Order.

6. The next-of-kin of deceased officers and soldiers to whom Orders and Decorations have already been forwarded may also attend a presentation under the above conditions. In such cases, however, they must apply in writing to the War Office.

**ARMY ORDERS NOW PUBLISHED
FOR THE FIRST TIME.**

ROYAL WARRANTS.

**Allowances for the Children of Disabled Soldiers. A.O. 364.
GEORGE R.I. 1916.**

7
Gen No.
8036 WHEREAS WE deem it expedient to make further provision for the grant of allowances for the children of disabled soldiers ;

OUR WILL AND PLEASURE IS THAT the allowance for children under Article 3 of Our Warrant of 21st May, 1915, and subsequent Warrants may (a) be granted to a child of a discharged soldier born within 6 months of the date of his discharge, (b) be granted, or the grant may be continued, to a child over the age of 16 and under the age of 21, who is incapable of earning a living through physical or mental infirmity which has existed since the age of 16. Grants over the age of 16 shall be discontinued in the event of the child being provided for in a public or charitable institution free of cost.

Given at Our Court at St. James's, this 16th day of October, 1916, in the 7th year of Our Reign.

By His Majesty's Command,

D. LLOYD GEORGE.

Army Council's Instruction.

The child referred to in (a) of this Warrant is a child who would have been eligible for separation allowance if it had been born before the soldier's discharge.

Army Orders.—November, 1916.

A.O. 365. Royal Flying Corps (Military Wing).

1916. GEORGE R.I.

WHEREAS We deem it expedient to amend the Regulations governing the Pay of Officers of Our Royal Flying Corps (Military Wing);

102
Miscel-
laneous
201

OUR WILL AND PLEASURE is that the following shall be substituted for Article 222 of Our Warrant of 1st December, 1914, governing the Pay, Appointment, Promotion and Non-effective Pay of Our Army, as amended by Our Warrants of 26th March, 1915, 17th May, 1916, and 26th September, 1916:—

A.O. 365. 1916.	222.	Ordinary pay.		Flying pay.	
		s.	d.	s.	d.
	Wing commander	38	0	...	
	Depôt commander	30	0	...	
	Squadron commander	25	0	8	0
	Park commander	25	0	...	
	Flight commander on appoint- ment... ..	17	0		
	Increasing by 2s. a day for each year of service after 30th June, 1914, as flight com- mander, up to a maximum of	23	0	8	0
	Flying officer on appointment	12	0		
	Increasing by 1s. a day for each year of service after 30th June, 1914, as flying officer, up to a maximum of	16	0		
	Flying officer, if gazetted as an observer	As for a flying officer.		Under Article 226A.	
	Adjutant*	20	0	...	
	Quartermaster.—As laid down in Articles 238 240, with extra pay of 2s. a day.				
	Equipment officer, 1st class, 24s. 6d.				
	Equipment officer, 2nd class, 18s. 0d.				
	Equipment officer, 3rd class.—In the case of a combatant officer the ordinary rate of pay, without flying pay, provided for a flying officer, or, in the case of a quartermaster, the rate provided for a quartermaster in this Article. He shall receive, in addition, flying pay at the rate of 5s. a day for each day of ascent. Flying pay under Article 223 will not be issuable whilst he is under instruction on probation.				

Army Orders.—November, 1916.

Medical Officer.—The pay and allowances of his rank and, if he is required to fly, such additional emoluments as Our Army Council may decide. A.O. 365
1916
continued.

Given at Our Court at St. James's, this 19th day of October, 1916, in the 7th year of Our Reign.

By His Majesty's Command,

D. LLOYD GEORGE.

** Army Council's Instruction on Article 222.*

A.O. 365.

An Adjutant appointed prior to 1st April, 1916, will remain in receipt of the rate of pay laid down in the Warrant of 26th March 1915.

1916.

Pensions for Disabled Soldiers transferred to Class P, Army Reserve.

A.O. 366.
1916.

GEORGE R.I.

7
Gen. No.
8058 WHEREAS WE deem it expedient to provide for the grant of pension to disabled soldiers who may be transferred to Class P of Our Army Reserve ;

OUR WILL AND PLEASURE is that if a soldier who has been transferred to Class P of Our Army Reserve, or Class P (T), Territorial Force Reserve, would have been eligible for pension or gratuity, either for service or disability, had he been discharged from Our Army instead of having been so transferred, he may be granted pension or gratuity, on the recommendation of Our Commissioners of Chelsea Hospital, under Our Warrants in force for the time being, as though he had been discharged from Our Army on the date of his transfer to Our Army Reserve.

PROVIDED ALWAYS that if the soldier is recalled to the Colours, payment of pension shall cease forthwith.

Given at Our Court at St. James's, this 23rd day of October, 1916, in the 7th year of Our Reign.

By His Majesty's Command,

D. LLOYD GEORGE.

Army Orders.—November, 1916.

INSTRUCTIONS, REGULATIONS, &c.

A.O. 367. Grants by the Military Service (Civil Liabilities) Committee.—1. In pursuance of arrangements made by His Majesty's Government, special assistance may be granted by the Military Service (Civil Liabilities) Committee to men, married or unmarried, serving with His Majesty's Forces, who are unable by reason of their undertaking military service to meet certain financial obligations and are thereby exposed to serious hardship.

46

1516

2. The scheme applies to lieutenants, 2nd lieutenants, warrant officers, non-commissioned officers and men who joined His Majesty's Forces on or after 4th August, 1914, or are members of the Territorial Force.

3. The obligations in respect of which, in suitable cases, assistance may be granted are—

Rent.

Interest and instalments payable in respect of loans (including mortgages).

Instalments for the purchase of house, business premises, furniture, &c.

Taxes.

Rates.

Insurance premiums.

School fees.

Assistance will not be granted for the discharge of ordinary debts.

4. Applications for assistance must be made on the prescribed forms, copies of which can be obtained at any post office in the United Kingdom. The form, when completed, should be forwarded to the Commissioner for the district in which the officer or man is ordinarily resident. The addresses of the Commissioners can be seen at the post office.

5. Lieutenants, 2nd lieutenants, warrant officers, non-commissioned officers and men serving outside the United Kingdom may authorize a person at home to make an application and to act on their behalf; or, if serving with an Expeditionary Force, may apply for a form to their commanding officer (who can obtain copies from the Army Printing and Stationery Depot). In the latter case the form, when completed, should be sent direct to the Secretary, Military Service (Civil Liabilities) Committee, Imperial House, Kingsway, London, W.C.

Army Orders.—November, 1916.

012 **Victoria Cross.**—A list of awards which were A.O. 368.
2604 announced in the *London Gazette* dated 26th October, 1916.
 1916, will shortly be issued to all concerned.

68 **Military Medal.**—Lists of awards which were A.O. 369.
121 announced in the *London Gazette*, dated 11th and 21st 1916.
57 October, 1916, will shortly be issued to all concerned.
0137
2893

0137 **Distinguished Conduct Medal.**—Lists of awards A.O. 370.
2884 which were announced in the *London Gazette*, dated 1916.
 ... 26th September and 20th and 26th October, 1916, will
2936 shortly be issued to all concerned.
012
2604

68 **Meritorious Service Medal.**—A list of awards A.O. 371.
121 which were announced in the *London Gazette*, dated 1916.
57 18th October, 1916, will shortly be issued to all
 concerned.

68 **Territorial Force Efficiency Medal.**—A list of non- A.O. 372.
T.F. commissioned officers and men of the Territorial Force 1916.
1236 who have been awarded the Territorial Force Efficiency
 Medal will shortly be issued to all concerned.

68 **Militia Long Service Medal.**—The following have A.O. 373.
Gen. No. been awarded the Militia Long Service Medal :— 1916.
2828 No. 1217, Serjeant J. C. Deveau, 1st Bn. Royal Guernsey
 Light Infantry.
 No. 9405, Lance-Corporal S. Vassallo, 1st Bn. King's Own
 Malta Regiment of Militia.
 No. 3583, Private S. Ganci, 2nd Bn. King's Own Malta
 Regiment of Militia.

Army Orders.—November, 1916.

A.O. 374. **Volunteer Corps.**—With reference to paragraph 3 of Army Order 206 of 1916, it is notified that His Majesty the King has been graciously pleased to accept further offers of service of persons desiring to be formed into the Volunteer Corps enumerated in the following schedule :—

9

V.F.

152

SCHEDULE.

County.	Title of Corps.
Bedfordshire ...	2nd Bn Bedfordshire Volunteer Regt.
Durham ...	5th Bn. Durham Volunteer Regt.
City of Glasgow ...	3rd Bn. City of Glasgow Volunteer Regt.
Kinross-shire ...	1st Bn. Kinross-shire Volunteer Regt.
Lancashire {	15th Bn. Lancashire Volunteer Regt.
	16th " " " "
Peeblesshire ...	1st Bn. Peeblesshire Volunteer Regt.
Yorkshire, West Riding.	21st Bn. West Riding Volunteer Regt.

A.O. 375. **Recognition of Cadet Units.**—The following additional cadet units have been reported as recognized by Territorial Force Associations :—

9

Cadets.

2107

Territorial Force Association.	Cadet Unit.	Territorial Force unit to which affiliated.	Date of Recognition by Association.
Devon ...	Exeter Cadet Battalion.	4th Bn. The Devonshire Regt.	1916. 27th Sept.
Durham ...	2nd County of Durham Cadet Battalion, Church Lads' Brigade.	...	1911. 30th April.
" ...	3rd County of Durham Cadet Battalion, Church Lads' Brigade.	...	30th April.
" ...	4th County of Durham Cadet Battalion, Church Lads' Brigade.	...	30th April.
" ...	5th County of Durham Cadet Battalion, Church Lads' Brigade.	...	30th April.

Army Orders.—November, 1916.

Territorial Force Association.	Cadet unit.	Territorial Force unit to which affiliated.	Date of recognition by Association.	A O. 375 1916 <i>continued.</i>
Durham ...	7th County of Durham Cadet Battalion, Church Lads' Brigade.	...	1911. 30th April.	
Hertford ...	8th Hertfordshire Cadets (St. Edmund's College).	1st Bn. The Hertfordshire Regt.	1916. 29th Sept.	
Kent ...	Southlands Grammar School Cadet Corps.	5th Bn. The Buffs (East Kent Regt.).	25th Sept.	
London, County of	Borough Polytechnic Cadet Corps.	24th (County of London) Bn. The London Regt. (The Queen's).	26th Sept.	
Northampton	Kettering Grammar School Cadet Corps.	4th Bn. The Northamptonshire Regt.	30th Sept.	
Surrey ...	Croydon High School Cadet Corps.	4th Bn. The Queen's (Royal West Surrey Regt.).	2nd Oct.	
„ ...	The Russell Hill Cadet Corps (Warehousemen, Clerks and Drapers' Schools).	...	9th Oct.	
York (West Riding).	Ashville College (Harrogate) Cadet Corps.	5th Bn. The Prince of Wales's Own (West Yorkshire Regt.).	28th Sept.	

NOTES.—1. The Brynmawr and Beaufort Cadet Company has been recognized as an additional Company of the 3rd Cadet Battalion Monmouthshire Regiment.

2. The Exeter Cathedral School Cadet Company, recognized in Army Order 130 of 1911, is amalgamated with the Exeter Cadet Battalion.

3. The designation of the Haytor (Newton Abbot) Cadet Corps, recognised in Army Order 75 of 1912, will be in future the Newton Abbot Cadet Company.

Army Orders.—November, 1916.

- | | | |
|--|--|--------------------|
| <p>A.O. 376.
1916.</p> | <p>Recognition of Voluntary Aid Detachments.—
A further list of detachments which have been registered at the War Office is printed as an Appendix to this Order.</p> | <p>83
6367</p> |
|--|--|--------------------|
-
- | | | |
|--|---|---------------------------------|
| <p>A.O. 377.
1916.</p> | <p>Deposits in the Post Office Savings Bank by Soldiers serving with the Expeditionary Forces.—
1. Soldiers serving with the Expeditionary Forces may deposit through their company or squadron officers any part of their undrawn pay in the Post Office Savings Bank.
2. Applications for deposits must be for 1s. or multiples of 1s., and the money deposited will bear interest from the beginning of the month following that in which the application is signed by the commanding officer.
3. The procedure laid down in Army Order 116 of 1916 for investments in Exchequer Bonds and War Savings Certificates will be followed.
4. Receipts for the amounts deposited will be forwarded to the company officer for distribution to the men concerned as in the case of receipts for money invested in Exchequer Bonds.
5. Army Forms W 3273 and W 3274 will be revised ; in the meantime existing forms, suitably amended, may be used.
6. Particulars of existing Savings Bank accounts, if any, should, if possible, be noted on Army Form W 3273.
7. The amounts deposited will be credited to the depositor's account at the General Post Office. Any depositor may, after his return to the United Kingdom, apply to the Controller, Post Office Savings Bank, London, either in writing or in person, for a Post Office Savings Bank book, and on the depositor producing satisfactory evidence of his identity he will be furnished with such a book showing his balance at the Savings Bank, and will then have the usual facilities for making further deposits or withdrawals.
8. It is notified for information that the sale of 5 per cent. Exchequer Bonds, repayable 1st December, 1920, ceased on the 14th October, and all applications for Exchequer Bonds made on Army Form W 3273 after that date will be treated as for the new 6 per</p> | <p>36
Gen. No.
1339</p> |
|--|---|---------------------------------|

Army Orders.—November, 1916.

cent. Bonds. The 6 per cent. Bonds are repayable at par on 16th February, 1920, and the interest is payable half-yearly on 16th February and 16th August. The sale of 5 per cent. Exchequer Bonds, repayable 5th October, 1921, will be undertaken by the Post Office, but these will only be issued where specially applied for.

48
Gen. No. 3722 **Assessment for Income Tax.**—With reference to Army Order 334 of 1915, which announced the decision of the Board of Inland Revenue to dispense with income tax relief claims for the period of the war, it is pointed out that this decision is not intended in any way to prevent officers, who desire to do so, from claiming relief in the ordinary way.

The Finance Act, 1916, grants relief on *unearned* as well as earned income, such relief to be allowed, as far as possible, by reducing the tax due on earned income. Officers who may desire to secure such relief are advised to claim on Army Form O 1656.

23
Northern 171 **Military Detention Barrack at Wakefield.**—This detention barrack has been closed.

20
R.F.C. 122 **Allowance Regulations—Amendments.**—1. Paragraph 1, class 10, on page 6, *delete* "Squadron commander, Royal Flying Corps (Military Wing)".

Clergy
Gen. No. 4478 2. In paragraph 1, under class 11, line 13, *delete* "and temporary Roman Catholic chaplain".

15
Misc. 5912 3. Paragraph 373 (a). In line 3, *for* "evidence" *substitute* "attendance".

57
Eastern 4671 **Regulations for Magazines and Care of War Matériel, 1913—Amendments.**—1. Paragraph 166, page 34, line 1, *for* "lyddite shells" *substitute* "H.E. shells."

75
7 9753 2. Appendix VII. (issued with Army Order 38 of 1916)—Paragraph 17. *After* "fuze" in line 4 *insert* "Thinned luting must on no account be used."

Paragraph 17 (b). *Delete* from "If difficulty" in line 3 to "mixture" in line 6.

40
W.O. 3337 3. Other amendments have also been approved, and copies will shortly be issued to all concerned.

Army Orders.—November, 1916.

- A.O. 382.** Instructions regarding the Issue of Clothing and Necessaries during Mobilization, issued with Army Order 166 of 1916.—1. Revised instructions for the repair of boots in substitution for Appendices A, B and C have been approved, and copies will shortly be issued to all concerned. 54
Gen. No.
2401
- Copies of the specification for repairs should be hung up in regimental shoemakers' workshops, and, if it is found necessary in special cases to have boots repaired by contract, a copy of the specification should, be attached to both tender and contract.
2. Further amendments have also been approved and copies will shortly be issued to all concerned. A.C.D.
Clo. Regs.
1132
- A.O. 383.** Musketry Regulations, Part I., 1909 (Reprinted 1914)—Amendments.—1. Paragraph 242, page 98, line 12. *After "rear" add—* 47
622
- A.O. 383.** " , taking care that the forefinger is outside the trigger guard when the thumb is used for turning over the safety catch". A.C.D.
Clo. Regs.
1132
2. *For* paragraph 431, as amended by Army Order 355 of 1915, *substitute—* 104
Gen. No.
3734
- A.O. 383.** 431. Cavalry, Yeomanry and Infantry soldiers will be classified on scores made in Part III. as follows :—
- | | | | | |
|---|-----|-----|-----|------------------|
| Those who obtain 125 points and upwards... | ... | ... | ... | Marksmen. |
| Those who obtain 90 and less than 125 points... | ... | ... | ... | 1st Class shots. |
| Those who obtain 55 and less than 90 points ... | ... | ... | ... | 2nd Class shots. |
| Those who fail to obtain 55 points | | | | 3rd Class shots. |
- A.O. 384.** Separation Allowance Regulations — Revised Edition. 46
1038
1. A revised edition of the pamphlet of regulations issued with Army Order 350 of 1915 has been approved, and copies will shortly be issued to all concerned.
2. Paragraphs 1 and 2 of Army Order 318 of 1916 (which are hereby cancelled) are superseded by paragraphs 129 and 130 of the regulations now issued.

Army Orders.—November, 1916.

9 **Territorial Force—Qualifications for Proficiency** A.O. 385.
Gen. No. **Pay.**—For paragraph “(i) **Musketry**” of Army Order 1916.
6281 241 of 1916 *substitute*—

“(i) **Musketry.**—He must obtain 90 points in Part III. of the General Musketry Course issued with War Office letter 34/2770 (S.D. 3B) of the 23rd June, 1916.”

40 **Handbook of the 2·75-inch B.L. Gun (Mule** A.O. 386.
W.O. **Equipment).**—A revised edition has been approved, 1916.
3068 and copies will shortly be issued to all concerned.

47 **Gun Drills.**—1. 8-inch B.L. Howitzer Section Gun A.O. 387.
611 Drill, 1915. The title of this Gun Drill will be amended 1916.
 by the insertion of “**Mark V.**” *after* “**Howitzer.**”

2. 6-inch B.L., 26-cwt., Howitzer Gun Drill.
- 8-inch B.L. Howitzer, Mark V., Section Gun Drill.
- Drill for 9·2-inch B.L. Howitzer, Section Gun Drill.
- Gun Drill, 12-inch B.L. Howitzer, Mark II. (Vickers).
- 12-inch B.L. Howitzer, Mark I. (E.O.C.) Section Gun Drill.

Amendments to the above-named Gun Drills have been approved and copies will shortly be issued to all concerned.

40 3. 9·2-inch B.L., Marks X., Xv. and X*, Guns on
War Office **Mark V. Mounting.**—A revised edition has been ap-
3157 proved and copies will shortly be issued to all
 concerned.

Army Orders.—November, 1916.

A.O. 388.
1916.

BOOKS, FORMS, &c.

Military Books.

1. The following books have been placed on sale :—

	Price.	
	s.	d.
Civil Service Commission :—		
(i.) Army Entrance Examinations.		
(ii.) Examinations for Supplementary First Appointments in the Royal Marines.		
(iii.) Cadetships in the Royal Navy (Special Entry). June and July, 1916.		
Rules, Question Papers, and Tables of Marks	...	1 0
Handbook of the Enfield Pattern, 1914, .303-inch Magazine Rifle. Addendum to Musketry Regulations, Part I., 1909. (Issued with Army Orders dated 1st July, 1916)	0	1
Handbook of the Range-Finder, Infantry, No. 2, 1916	...	0 6
History, Short, of The Northamptonshire Regiment	...	0 1
Women's War Work. In maintaining the Industries and Export Trade of the United Kingdom	...	1 0

Army Forms approved.

2. The following Army Forms have been approved :—

Army Form W 3493, "Notice of Discharge from Army Service during the war of a person of enemy alien parentage."

This form should be indented for as required.

Army Form W 3494, "Information to be obtained from a soldier (Regular or Territorial) whom it is proposed to discharge or to transfer to the Reserve Section W or W (I.) in substitution for a man fit for General Service."

A general distribution of this form has been made. Further copies should be indented for as required.

NOTE.—In the fourth line of the "Note" at the foot of the form the No. of the Army Council Instruction should have been given as "para. 3 (ii), item 3, to A.C.I., 1912 of 1916."

Army Orders.—November, 1916.

Army Form W 3496, "Postcard notifying change of address of a B Reservist called to the Colours and transferred forthwith by Recruiting Officer to "W" Reserve." A.O. 388
1916
continued.

This form should be indented for by Os.C. Recruiting Areas as required.

Army Form W 3498, "Notification to C.A.P.I.O. in cases of men brought before a Medical Board for Reclassification pending transfer to Class 'W' Reserve, on Substitution (pads of 50 sets of 3 (a, b and c.))"

Distribution has been made to D.Ds.M.S. of Commands and Officers i/c Central Hospitals.

Army Form W 3500, "Notification of Ministry of Munitions by Officers i/c Records of Dependants of Men passed to Class 'W' Army Reserve for Munition Work."

An initial supply of this form has been sent to Record Officers. Further supplies should be indented for as required in the usual way.

Army Form W 3502, "Label for Horses and Mules."

This form should be indented for as required. It has not hitherto borne an Army Form number

Mobilization Store Tables.

Army Form G 1098-297, "Ammunition Park (Salonika)." Dated September, 1916.

Army Form G 1098-299, "Armoured Motor Battery (Mesopotamia) (8 Light Armoured Cars, each with 1 Machine-Gun)." Dated September, 1916.

Army Form G 1098-300, "A Garrison Battalion, Infantry of the Line (for Service Abroad)." Dated September, 1916.

Army Form G 1098-301, "Armoured Train (Mesopotamia) (1 Q.F. 12-pr., 2 Machine-Guns and 1 Searchlight)." Dated October, 1916.

Army Form G 1098-302, "Corps Troops Supply Column (Salonika)." Dated September, 1916.

Army Form G 1098-303, "Mounted Brigade Supply Column (Salonika)." Dated September, 1916.

Army Form G 1098-304, "A Mounted Brigade Ammunition Park (Salonika)." Dated September, 1916.

Army Form G 1098-305, "A Lines of Communication Supply Company." Dated October, 1916.

Supplies of these Mobilization Store Tables have been distributed to the Chief Ordnance Officers concerned,

Army Orders.—November, 1916.

A.O. 388

Army Forms revised.

1916
continued. 3. The following Army Forms have been revised. Previous prints are obsolete and should be wasted :—

Army Form B 104-110, "Return showing No. of Warrant, N.C.Os. and Men returned to England Sick and Wounded from Overseas."

This form should be indented for by Record Officers as required.

Army Form W 3189, "Notification of Recovery to be made from a Soldier's Pension."

A distribution has been made to Command Paymaster, London District, and Regimental Paymasters at Home.

Mobilization Store Tables.

Army Form G 1098-5, "Headquarters of a Cavalry Brigade (with Cavalry Division)." Dated September, 1916.

Army Form G 1098-33, "A Kite Balloon Squadron, Royal Flying Corps." Dated September, 1916.

Army Form 1098-33c, "A Squadron, Royal Flying Corps (18 aeroplanes)." Dated September, 1916.

Army Form G 1098-41, "A Field Squadron." Dated September, 1916.

Army Form G 1098-54, "Headquarters of Cavalry, Divisional Army Service Corps." Dated September, 1916.

Army Form G 1098-101, "An Ordnance Mobile Workshop (Light)." Dated September, 1916.

Army Form G 1098-105, "Headquarters of Divisional Artillery." Dated September, 1916.

Army Form G 1098-126, "Motor Ambulance Convoy." Dated September, 1916.

Army Form G 1098-153, "A Siege Artillery Battery, R.G.A., with Mechanical Transport (6-inch B.L. Mark VII. Guns on Mark II. Travelling Carriages)." Dated September, 1916.

Army Form G 1098-163, "A Labour Battalion (Infantry)." Dated September, 1916.

Army Form G 1098-165, "An Ammunition Sub-Park." Dated September, 1916.

Army Form G 1098-170, "A Siege Battery with Mechanical Transport (6-inch B.L. Mark VII. Guns on Mark III. Travelling Carriages)." Dated September, 1916.

Army Orders.—November, 1916.

Army Form G 1098-271, "A fixed Anti-Aircraft Searchlight Section (3 Lights)." Dated October, 1916. **A.O. 388**
1916

continued.

Army Form G 1098-203, "A Machine Gun Company." Dated September, 1916.

Army Form G 1098-288, "A fixed Anti-Aircraft Searchlight Section (2 Lights)." Dated October, 1916.

Mobilization Store Tables (Territorial Force).

Army Form G 1099-24, "A Cyclist Battalion (T.F.) (Home Forces)." Dated September, 1916.

The above-mentioned Mobilization Store Tables have been distributed to A.Ds.O.S. of Commands and Chief Ordnance Officers concerned.

Army Forms cancelled.

4. The following Army Forms have been cancelled :—

Army Form B 218 P, "Leaflet showing Pay of Soldiers in Regular Army and Special Reserve."

Army Form P 1947, "Rates ; Claim for."

Army Form W 3255, "Certificate of Exemption, Voluntarily Attested Men, Army Reserve 'B.'"

Mobilization Store Tables.

Army Form 1098-14, "A Field Artillery Brigade (18-pr. Q.F. Equipment)". Dated March, 1914.

Army Form G 1098-20, "A Divisional Ammunition Column." Dated March, 1914.

Army Form G 1098-24, "A Siege Artillery Brigade (Medium)." Dated May, 1913.

Army Form G 1098-50c, "(1st Highland Division, T.F.) A Divisional Ammunition Column." Dated April, 1915.

Army Form G 1098-50d, "Territorial (Mediterranean) A Divisional Ammunition Column. Dated May, 1915.

MEMORANDA.

1. Amendment to Army Form W 3090. "Special Instructions relating to War Matériel in Coast Defences for observance in time of War."

Paragraph 17. After "fuze" in line 3, insert "Thinned Luting must on no account be used."

Paragraph 17 (b). Delete from "If difficulty" in line 3 to "mixture" in line 5.

Army Orders.—November, 1916.

A.O. 388 2. Army Form N 1504 (Pay and Mess Book). It is
1916 notified for the information of all concerned that one
continued. size only of this form which contains the three outside
folios is now issued. Outside sheets are supplied
separately each of which allows for the entry of 40
names. These should be inserted to meet require-
ments.

Erratum — Territorial Force Regulations.—
Paragraph 88A, line 14, for "ex-members" read "ex-
officers".

9
Gen. No.
6220

**LIST OF CHANGES IN WAR MATÉRIEL, &c.,
AND AMENDMENTS TO THE PRICED
VOCABULARY OF CLOTHING AND NECES-
SARIES, PART I.**

A list of changes in war matériel and patterns of
military stores which have been approved and sealed,
with instructions relating thereto, is issued herewith to
all concerned.

A list of amended and additional rates for the Priced
Vocabulary of Clothing and Necessaries, Part I, has
been approved, and copies will be issued to all
concerned.

A.O.D.
London
Assocn.
493

By Command of the Army Council,



APPENDIX TO ARMY ORDER 376.

VOLUNTARY AID DETACHMENTS.

Counties, &c., are arranged in alphabetical order.

ENGLAND AND WALES.

No.	Detachment.	Classification.	By whom organized.
52	Cambridge ...	Women's ...	British Red Cross Society.
54	" ...	" ...	
184	Kent ...	" ...	
63	Lancashire, East ...	Men's ...	St. John Ambulance Association.
65	" ...	" ...	
78	" West... ..	Women's ...	
43	Nottingham... ..	Men's ...	
112	" ...	Women's ...	British Red Cross Society.
114	" ...	" ...	
106	Stafford ...	" ...	St. John Ambulance Association.
27	Warwick ...	Men's ...	
82	" ...	Women's ...	St. John Ambulance Brigade.
25	Worcester ...	Men's ...	
90	" ...	Women's ...	British Red Cross Society.
64	Yorkshire, East Riding.	" ...	

SCOTLAND.

46	Inverness ...	Women's ...	British Red Cross Society (Scottish Branch).
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IRELAND.

9	Dublin, City of ...	Men's ...	St. John Ambulance Brigade.
11	" Londonderry ...	" ...	
20	" Londonderry ...	Women's ...	St. John Ambulance Association.

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